



Roadmap Advisory Group Meeting Notes **April 26, 2006 (1:30 – 3:30)** **OFM Pt Plaza West Training Room**

Attendees

| | | |
|--------------------------|-------------------------|----------------------|
| Dale Abersold, GA | Robin Madsen, Eclipse | Kathy Iblings, GA |
| Dan Ashby, DSHS | John Natteford, Eclipse | Rex Garrett, LNI |
| Julie Boyer, Sterling | Diane Perry, WSP | Ila Kowalski, DOP |
| Colleen Connors, Eclipse | Sadie Hawkins, OFM | Lisa Largent, DNR |
| Dan Contris, DOR | Kathy Rosmond, OFM | Jim Smego, DNR |
| Susan Dodson, OFM | Allen Schmidt, OFM | Sharon Elias, LNI |
| Michelle French, OFM | Arlene Smith, DOP | Margee Thompson, LCB |
| Cynthia Harris, LNI | Chuck Smith, DIS | Debbie Allen, HCA |
| Wendy Jarrett, OFM | Tristan Wise, GA | Nancy Lin, LCB |
| Darrel Jensen, OST | Marcy Yates, DOT | Doug Trainer, DSHS |
| Aleta Quimby, OFM | Sue Wang, OFM | Kristi Holman, DOL |
| Jacqueline Biss, OST | Connie Scheller, OST | |

Handouts

- Advisory group [presentation](#).

Agenda and Meeting Expectations

Sadie Rodriguez-Hawkins opened the meeting by welcoming advisory group members, facilitating introductions, and reviewing the meeting agenda.

Project Update / Communications

Kathy Rosmond provided an update on current project developments and communications. She also announced that the June 28th Advisory Group meeting is cancelled.

Some key communications this month include presentations to: Operations Committee, Roadmap Executive Sponsors, ADAMS group, Community and Technical Colleges, Center for Information Services, and Council of Presidents.

Kathy also updated the group on what's happening in the Integration Architecture Committee and the CSA Portfolio Committee.

Business Process Modeling Update

Kathy Rosmond provided a business process modeling update. She announced that all of the as-is sessions have been completed. Could-be sessions for general ledger/financial reporting, cost accounting, and fund administration, in addition to the two combined follow-up sessions will be completed by July 12th. A complete schedule of business process modeling session is available on the Roadmap website at:
<http://www.ofm.wa.gov/roadmap/modeling/2006schedule.htm>.

Kathy acknowledged the impact of HRMS release 2 on agency focus group participation and explained that the executive sponsors have directed us to move forward with modeling in preparation for the next phase of the project.

Review and Approve Procure-to-Pay Value Proposition

Robin Madsen reviewed the modeling recommendations caveats and endorsement discussion question before reviewing the details of the value proposition. One group member suggested that the value proposition should state that the recommendations are intended as a starting for discussion. Sadie Hawkins assured the group that the final compiled value proposition document would include this statement.

This lead to a group discussion about the purpose of endorsing the value proposition and the relevancy it had on final decisions. Members were assured that their responses served as a valuable tool to help the executive sponsors make better decisions for future stages of the project.

Robin reviewed the eight recommendations for future revenue accounting processes and the business value that would result from implementing those changes. She also provided some supporting performance metrics. Next, she asked the advisory group members to take that information and respond to the endorsement question by June 30th.

Value Proposition Discussion

Advisory group members asked how a revenue center of expertise would be able to process agency unique needs and ensure good customer service. Robin pointed out that the center would process high volume, common transactions and would be managed by revenue agency experts. Unique revenue processing activities could still be handled by specific agencies. Also, agencies would have service level agreements with the center to ensure responsive service.

Next Kathy asked members to share their overall comments about the value proposition. There were various comments.

Next Steps / Process Check

Kathy reminded the group to send written responses and comments on the Procure-to-Pay Value Proposition to Michelle.French@ofm.wa.gov by COB June 16.

The next Roadmap Advisory Group meeting is scheduled for Wednesday, July 26th in the OFM Training Room at Point Plaza from 1:30-3:30 pm.